

# Indiana Interagency Coordinating Council

## Minutes February 10, 2010 Easter Seals Crossroads

Indianapolis, IN

### Attendance:

Claudia Cummings, Dawn Downer. Paul Hyslop, Susie Lightle, Molly Kitchell, Lora Miller, Melanie Brizzi, Jim Vento. **Proxy:** Gayla Hutsell for Kim Minniear, (DOH). **Joining via conference phone:** Donna Driscoll, Becky Haymond, Jamie Stormont-Smith, Christina Endres. **Regrets sent:** Phyllis Kikendall, Missy Wiegand-Hahn. **Members not responding:** Kevin Porter, Sarah Sparks.

Chairperson Claudia Cummings called the meeting to order at 10:15 AM. Several members joined by phone as weather impeded travel to Indianapolis for the meeting. The chairperson felt it important to hold the meeting with members joining by phone because of an important agenda item that needed discussion. Role was taken and attendance is noted above.

It had been scheduled for ICC Workgroups to meet prior to the business meeting but a number of chairpersons were unable to be present so the council accepted the updates as presented. Workgroups will be again scheduled to meet on May 12, 2010 prior to the business meeting with the public invited to participate. Other changes to future agendas will invite public comment after each item on the agenda rather than waiting for the end of the meeting. An attendance sheet will list the members of the public who are present and some indication if they would like to provide comment to an agenda item.

### Meeting Minutes:

The minutes of the November 18<sup>th</sup> meeting were approved with changes provided by Jamie Stormont-Smith. Those minutes will now be posted on the FS website.

### Standard Operating Procedures (SOP):

Members received the corrected copy of SOP as an attachment prior to the meeting and were asked if there were additional changes. With no additional comments the SOP were voted and approved as presented. The SOP will be used as a guideline for future decisions made by the council.

### Web or Teleconference Voting:

It was suggested that an appendix be added to the SOP to accommodate voting participation by members not able to attend the meeting but participating via telephone.

### Part C Coordinator Report:

#### Reports:

- a) The (Annual Performance Review) APR was turned in on time to the Feds. The data presented did not change from the last meeting (November) when it was presented. Claudia thanked co chairperson Susie Lightle for providing the necessary signature for the report. Unfortunately there was not time for the ICC to review the final draft prior to the due date of February 1. Donna Driscoll asked if our quarterly meeting could be changed to late January in order to accommodate future Federal deadlines. Members agreed that a January meeting would allow for last minute questions and comments and Betsy will include a January meeting when making up next year's schedule to accommodate this request.
- b) Child Outcomes were one of the areas that need review and that will be brought to our attention at a later meeting. The State Part C system will receive feedback in early spring and have one week to respond before receiving final approval.
- c) We also have a State Performance Plan (SPP) that sets our goals to 2011. Jim Vento asked if ICC would have opportunity to make suggestions, add goals to help the system become more

cost effective. Dawn assured members that they would have an opportunity to get through the SPP and talk about goals and indicators at the next meeting. Dawn will be certain to send that ahead of time for review so that members are prepared to discuss.

**State Staff:**

One additional state consultant has resigned and other has submitted her resignation. That leaves the state with two full time consultants. UTS contracts will pick up some technical support as needed and Cluster staff may pick up additional technical support including Service Coordination and ED Teams. The state staff will utilize available resources and recognizes that with our fiscal challenges we may need to cut back in certain areas. One of the biggest loses is that there is no one to run specialized administrative and data reports and we will need to pay for any of those through the Central Reimbursement Office (CRO).

**Family Interview:**

There is a federal requirement for gathering data from families in order to support federal outcomes. Indiana has decided to use the ECO family survey, which was developed by OSEP. Indiana also uses the interview to

Assist families in identifying IFSP outcomes as well as resources they can access. Michael Conn-Powers submitted a revised interview form with suggested changes to the present form so that we are more in alignment with the ECO Center and Federal requirements. This interview is now done within the first three months or 45 days and also at exit to measure change. The Service Coordination Workgroup is also exploring the use of a checklist at intake for a similar purpose. It was felt that there would be more buy-in for an Service Coordinator-developed document for identifying family and child outcomes.

Michael Conn-Powers from the Early Childhood Center at the Indiana Institute on Disability and Community (ECC/IIDC) presented on new items to be added to the family interview that is utilized to gather data that can be sent to the Feds for review. The ECC/IIDC is the grantee for the UTS FS evaluation activities. The changes would put us more in alignment with what the ECO center suggestions regarding questions to use that respond to federal questions. At this time the family interview is completed at both entry and exit in order to measure change. The interview had been developed to help identify potential family and child outcomes. One suggestion was to wait for six months to complete the survey but the requirements are that it be completed within the first 45 days of enrollment. Melanie Brizzi indicated that when we get data we should share with childcare and suggested that the SC workgroup also look at including questions about childcare in the checklist. The checklist could be used to id if family has childcare or if they are in need of childcare. Inclusion specialists could use the information (Statewide). If families gave FS permission to share their name and number then the child care inclusion specialist could be contacted to get in touch with them.

**Proposed change for Cost Participation:**

The next item for discussion was the ICC position on the "Proposed Change for Cost Participation" document that has been disseminated through the FS website for review. The proposed change involves the potential to terminate services if a family falls 60 days behind in their co-payment for services. Lora Miller noted that other states have put this policy in place but it will take OSEP approval before it is finalized. There will be an opportunity for testimony on Monday February 15 beginning at 3PM until all testimony is taken. Only four people testified for the first hearing and those were against the proposal. Those people represented the ARC, INARF, DOWN SYNDROME INDIANA. Notice has been sent out through the DDRS list-serve of 1700 people. There have also been some written responses sent via the FS website. Lora reports that she got 15 phone calls with both comments and questions. With the state's fiscal situation we are not able to ignore the lack of response. There is some concern that it would make little impact on the deficit. It has been reported that some providers have told families they didn't have to pay and it is agreed that all providers need to be saying the same thing about payment and the importance of contacting the SC to discuss

concerns. Lora reports that the system tries to work with families to work out solutions to most cost participation issues. It was suggested that additional training should be provided to all providers regarding cost participation and that suggestion will be included in the list for ICC's testimony. Other suggestions, including specific terminology, were discussed and the ICC testimony will be attached to these minutes. It is hoped that families become participants in the process of the early intervention system. There was also acknowledgement from state personnel that some parents have been concerned about accurate billing and others who are waiting to see if insurance will pay. It is important to let families know they should pay as billed because they would still be responsible for co-pay portion. First Steps will attempt to bill insurance. Bottom line we must let families know up front about the co-pay requirement. It is also imperative that providers give solid diagnosis codes so that they can be paid by insurance.

### **Legislative Update:**

An amendment to one of the senate bills in committee (SB35), "Increases the maximum monthly cost share amount for services under the infants and toddlers with disabilities program." is now inserted into another bill SB298 that would have left co-pay schedules as is, but increase the maximums. That bill did not make it through. A change in language was offered to SB35 that raised max monthly co-pay from 8 services per month to 10 services per month. That Bill passed 34-16 and is now in the HOUSE. <http://www.in.gov/legislative/bills/2010/DGSTP/SB0035.DIG.html> The Bill does not remove the monthly co pays but multiplies them. If this bill passes First Steps will comply as directed. There was no input requested and it will have an impact on some families. If a family requests they can ask for waiver or reduction based on family medical costs. We will make it as workable and in positive light as possible. ARC of Indiana has submitted ideas and suggested a maximum for the family, not the child. With all this discussion on maximums and co-pays for families, one member of the ICC asked about why parents would participate in the system rather than opt out of system and use private insurance. Lora acknowledged the question and noted that families could still receive services required by Part C at no cost to them. (E.g. Service Coordination). She said that we would always try to track those families who would opt out because of co-pays.

### **Member Organizations update:**

The Dept of Health (DOH) is conducting a needs-assessment for Title 5 grants. There are 18 performance measures required by the Feds. We can add state specific measures and the DOH is looking at 5-7 priorities. The new grant should be starting in Sept. Kim Minetar is the acting director of Children's Health Care Services. Gayla Hutsell (DOH) reported that the EDDY program is in process of writing rules pertaining in newborn hearing screening. Over 5000 babies a year may be referred for rescreening because of their not passing the initial newborn-hearing screening conducted before a child leaves the hospital.

Head Start (Susie Lightle) reports that there are several new Early Head Start programs starting this year. State program leadership is assisting with training and mentorship programs. There is new technical training and assistance and although there are fiscal cuts elsewhere Head Start is receiving money for Early Head Start programs in Indiana.

Becky Haymond (via conference phone) reports that the Service Coordinator workgroup has been meeting to look at the consistency of forms used throughout the state. They met in December and again the end of January and had planned to meet today prior to the ICC meeting but that was canceled because of the adverse weather. The workgroup is also looking at the consistency of the decisions used for intensity of services, documentation and some codes not being used as well as the development of ICB9 document that reviews symptomology. The workgroup has sent information to Dawn for review. As reported earlier this group is also looking at suggestions with hopes to move forward with a checklist for service coordinators to use with families to help identify outcomes.

**Stimulus funds:**

Lora Miller reports that a proposal as to the use of Federal stimulus funds has been submitted to the Agency but is not able to report what the proposal included at this time.

The meeting adjourned at 2:00 PM with a motion from Jim Vento, seconded by Paul Hyslop.

Betsy Traub, Staff Support

Comments/corrections to [etraub@indiana.edu](mailto:etraub@indiana.edu) or 812-855-6508